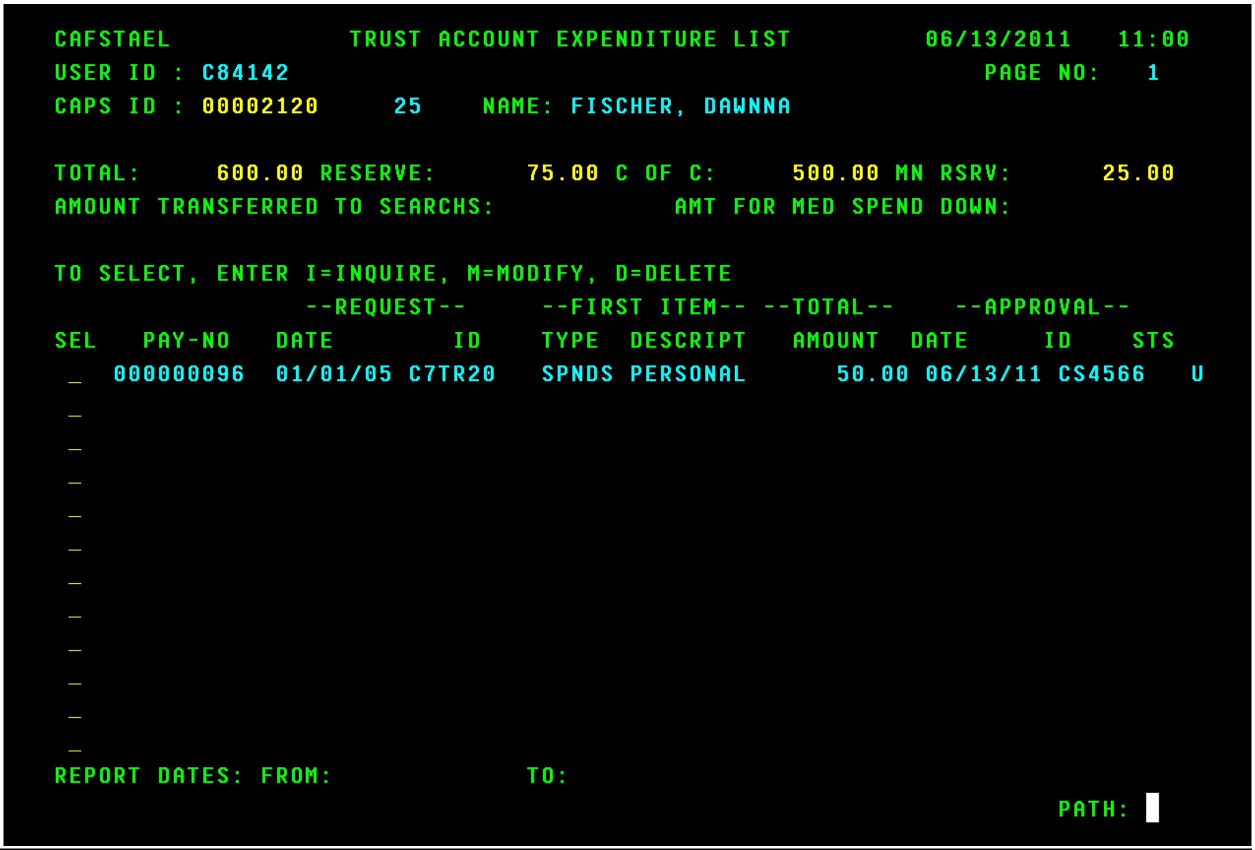
TAEL - Trust Account Expenditure List

This screen displays a list of all expenditure requests from a specific client's trust account along with current trust account balance information.



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CAFSTAEL            TRUST ACCOUNT EXPENDITURE LIST         06/13/2011   11:00
USER ID : C84142                                               PAGE NO:   1
CAPS ID : 00002120     25    NAME: FISCHER, DAWNNA

TOTAL:      600.00 RESERVE:       75.00 C OF C:      500.00 MN RSRV:      25.00
AMOUNT TRANSFERRED TO SEARCHS:            AMT FOR MED SPEND DOWN:

TO SELECT, ENTER I=INQUIRE, M=MODIFY, D=DELETE
                 --REQUEST--      --FIRST ITEM-- --TOTAL--    --APPROVAL--
SEL   PAY-NO   DATE        ID    TYPE  DESCRIPT   AMOUNT  DATE      ID    STS
 _  000000096  01/01/05 C7TR20   SPNDS PERSONAL      50.00 06/13/11 CS4566   U
 _
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 _
REPORT DATES: FROM:             TO:
                                                                    PATH:
```

Field Descriptions (F12) indicates code lookup is available.

CAPS ID (F12)
Enter the CAPS ID of the client you wish to view trust account expenditure history / balance information for.

NAME
This field will display the name of the client whose CAPS ID is entered in the CAPS ID field.

TOTAL
This field will display the total amount that is in the client's trust account. *A client cannot exceed a maximum trust account balance of $2000 or they could lose eligibility for programs such as IVE, Medicaid, etc.*

RESERVE
This field will display the amount that is currently available in the client's reserve balance. *Money available in reserve can be spent by making an expenditure request on the TAED (Trust Account Expenditure Detail) screen*.

C OF C
This field will display the amount that is currently available in the client's cost of care balance. *Money available in cost of care will be spent on the client's monthly foster care expense. This is handled through a monthly batch job, automatically by the system*.

MN RSRV
This field will display the amount that is currently available in the client's medically needy reserve balance. *Money available in MN reserve will be spent on the client's monthly medical spend down*.

AMOUNT TRANSFERRED TO SEARCHS
Upon closure of the client's trust account, any remaining funds received from child support will be transferred back to SEARCHS so that they may refund the payee.

AMT FOR MED SPEND DOWN
This field is where Central Office staff will enter the monthly medical spend down amount for the client.

SEL
Enter an "I" to inquire on an expenditure, an "M" to modify an expenditure (only valid until approval), or a "D" to delete an expenditure (only valid until approval.) *To add an expenditure, press F11*.

PAY-NO
This field will display the payment number for the expenditure, once the payment has been posted.

REQUEST – DATE
This field will display the date the expenditure was requested.

REQUEST – ID
This field will display the C number of the worker who requested the expenditure.

FIRST ITEM – TYPE (F12)
This field will display the type code for the first expenditure entered on the TAED (Trust Account Expenditure Detail) screen. *Each expenditure request can contain up to two individual expenditure types*.

FIRST ITEM – DESCRIPTION
This field will display the description for the expenditure type code.

TOTAL AMOUNT
This field will display the total amount of the expenditure request.

APPROVAL – DATE
This field will display the date of the last level of approval.

APPROVAL – ID
This field will display the C number of the worker who gave the last level of approval. *If the payment is in released (R) status, this will be the C# of the worker who released the payment*.

STS
This field will display one of the following codes:
- ✓ "A" - expenditure is approved
- ✓ "D" - expenditure is denied
- ✓ "I" - expenditure is incomplete (not balanced on TAHD)
- ✓ "P" - expenditure is posted
- ✓ "R" - expenditure is released
- ✓ "U" - expenditure is unapproved

REPORT DATES – FROM
To create a trust account expenditure history report, enter the date you want the report to begin. *This report can only be requested by Central Office staff.*

REPORT DATES – TO
To create a trust account expenditure history report, enter the date you want the report to end. *This report can only be requested by Central Office staff.*

Additional Information

Only Central Office staff can update the information in the RESERVE, C OF C, MN RSRV, AMOUNT TRANSFERRED TO SEARCHS and AMT FOR MED SPEND DOWN fields.

Funds can be transferred from cost of care to reserve or from reserve to cost of care.

Unless a court order specifies otherwise, 100% of income to a client's trust account must go to cost of care. All money received from child support (regardless of a court order) must be used towards cost of care and cannot be placed into reserve.